

**VIRGINIA BOARD OF NURSING
MINUTES
November 18, 2008**

TIME AND PLACE: The meeting of the Board of Nursing was called to order at 9:05 A.M. on November 18, 2008 in Board Room 2, Department of Health Professions, 9960 Mayland Drive, Suite 201, Richmond, Virginia.

PRESIDING: Lynne M. Cooper, Citizen Member, President

**BOARD MEMBERS
PRESENT:** Florence Jones-Clarke, R.N., M.S., Vice President
Brenda L. Hale, R.N., Secretary
Peregrin C. Francisco, R.N., M.S.A.
Joyce A. Hahn, Ph.D.; APRN; NEA-BC
John M. Horn, L.P.N.
Patricia C. Lane, R.N.
Evelyn Lindsay, L.P.N.
Lawrence L. Logan, Citizen Member
Judith E. Piersall, R.N., B.S.N.
G. Maxine Ponn, L.P.N.

**BOARD MEMBER
ABSENT:** Patricia M. Selig, R.N., F.N.P., Ph.D.

STAFF PRESENT: Jay P. Douglas, R.N., M.S.M., C.S.A.C., Executive Director
Brenda Krohn, R.N., M.S., Deputy Executive Director, Medication Aide
Program Manager
Gloria D. Mitchell, R.N., M.S.N., M.B.A., Deputy Executive Director,
Discipline
Jodi P. Power, R.N., J.D., Deputy Executive Director, Nurse Aide Registry
Manager
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director, Education
Jane Elliott, R.N., Ph.D., Discipline Staff
Linda Kleiner, R.N., Discipline Case Manager
Jessica Ressler, R.N. Nursing Education Consultant
Ann Tiller, Compliance Manager
Amy Davis, Administrative Assistant
Barbara Applegate, On-Site Visitor
Marsha Dubbe, On-Site Visitor
Jean Moseley, On-Site Visitor

OTHERS PRESENT: Howard M. Casway, Senior Assistant Attorney General
Sandra Whitley Ryals, Director, Department of Health Professions
Elaine Yeatts, Policy Analyst, Department of Health Professions

ESTABLISHMENT OF
A QUORUM:

With eleven members of the Board present, a quorum was established.

ANNOUNCEMENTS:

- The evacuation procedures were reviewed by Ms. Douglas.
- The next meeting of the Committee of the Joint Boards of Nursing and Medicine is scheduled for December 3, 2008
- New Board of Nursing P-14 staff Heather Wright began November 3, 2008 to assist with licensure by examination duties.
- The Continued Competence Committee will meet today at 3:00 P.M.
- Ms. Douglas announced that Leslie Herdigan, Lobbyist, passed away and acknowledged her contributions to the health care and regulatory process.

DIALOGUE WITH DIRECTOR:

Ms. Ryals presented information to the Board on the following issues:

- DHP Performs – Ms. Ryals reviewed the key performance measures of customer satisfaction, licensure processing and case processing for the Department and for the Board of Nursing. Ms. Douglas stated that Board staff continue to review systems and processes for efficiency and effectiveness. The Board of Nursing clearance rate was 106% and the percent closed within 250 business days was 80%.
- Health Care Workforce Data Center Advisory Council – The Council met in October and were provided information from the SHEP Center as an example of a workforce data center. The SHEP Center will continue to be a resource for the Virginia workforce data center.
- Budget Issues – Ms. Ryals stated the budget continue to be a challenge and ways to reduce costs have been submitted and are being reviewed. Ms. Ryals acknowledged Ms. Douglas had provided several valuable cost saving suggestions that Ms. Ryals will be exploring further. Under consideration specifically are paperless licensing system with an implementation goal of 2010; charging fees for survey visits to nursing education programs and increase the fee for initial approval of nursing education programs. Current fees do not cover staff and administrative costs for program review.

ORDERING OF AGENDA: The agenda was reviewed and ordered.

CONSENT AGENDA:

The Board removed one item from the proposed consent agenda. Mr. Horn moved to accept the consent agenda which includes:

Minutes:

September 15, 2008 – Panel – Ms. Jones-Clarke
September 16, 2008 – Board Meeting – Ms. Cooper
September 17, 2008 – Panel – Ms. Cooper
September 17, 2008 – Panel – Ms. Jones-Clarke
September 18, 2008 – Panel – Ms. Cooper
September 18, 2008 – Telephone Conference Call – Ms. Cooper

October 8, 2008 – Telephone Conference Call – Ms. Cooper
October 15, 2008 - Committee of the Joint Boards of Nursing and Medicine –
Dr. Selig

Reports:

Board of Nursing Monthly Tracking Log-Licensure and Disciplinary Statistics
Examinations: NCLEX and NNAAP

Ms. Ponn moved to accept the minutes below removed from the consent
agenda as corrected.

September 17, 2008 – Quorum – Ms. Cooper

REPORTS:

Status of Appeals – Mr. Casway provided information to the Board regarding the status of three appeals that are ongoing. Mr. Casway also cautioned Board members of their interaction with all parties involved in disciplinary proceedings outside of the actual proceeding to avoid an impression or appearance of impropriety.

RECES:

The Board recessed at 10:25 A.M.

RECONVENTION:

The Board reconvened at 10:33 A.M.

POLICY FORUM:

**National Council of State Boards of Nursing 30th Anniversary –
Documentation of History:**

Ms. Corinne Dorsey, former Executive Director of the Virginia Board of Nursing was present and provided information to the Board regarding her involvement with the National Council of State Boards of Nursing and her contributions to co-authoring a book documenting the history of the National Council of State Boards of Nursing on its 30th anniversary. Ms. Dorsey provided a signed copy of the book to the Board. Ms. Cooper and Ms. Douglas acknowledged Ms. Dorsey's contributions with the Board of Nursing as a former Board member and Executive Director and recognized her for her documenting the 30 year NCSBN history.

OPEN FORUM:

There was no one present to address the Board.

REPORTS:

Nursing and Nurse Aide Education Programs Report of Statistics:

Dr. Saxby reviewed the report of statistics for July 1, 2007 – June 30, 2008. Dr. Saxby also presented information from a meeting held with the Secretary's office about long distance nursing education programs and if the Board would re-consider their former decision on licensure by endorsement of Excelsior graduates. The Board decided a committee will meet to study this and make a recommendation to the Board at its January 2009 meeting. Board members, Ms. Cooper, Ms. Lindsay and Ms. Piersall will serve on the committee to be convened by staff on a mutually agreeable date.

Executive Director Report: Ms. Douglas provided information to the Board regarding the proposed process of providing evening meals in the event that meetings, informal conferences or formal hearings are anticipated to continue past 5:00 p.m. Ms. Douglas reported on the National Council of State Boards

of Nursing Uniform Core Licensure Requirement Conference she attended along with Ms. Krohn and Ms. Ressler. 40 Boards of nursing were present and who reviewed the core licensure requirements and departure from those in some states. Pre-licensure criminal background checks and limits on the number of allowed NCLEX attempts were the requirements that initiated the greatest discussion. Ms. Douglas also brought to the Boards attention changes in staff responsibilities and reporting relationships in an effort to utilize staff's strengths more effectively. Changes that directly impact Board members are: Brenda Krohn has assumed responsibility for management of the nurse aide registry in addition to the medication aide registry. Jodi Power has been assigned responsibility for licensure application review, preliminary investigation review and agency subordinate quality improvement as well as acting as an agency subordinate as assigned.

Medication Aide Program: Ms. Krohn reported that as of November 17, 2008 2,734 medication aide applications have been processed, and 1,201 have been registered. 122 medication aide education programs have been approved.

EDUCATION PROGRAMS:

Education Special Conference Committee:

The Board considered the recommendations of the Education Special Conference Committee from its meeting on November 17, 2008. Ms. Lane moved to adopt the recommendations as amended. The motion was seconded and approved unanimously.

OTHER MATTERS:

Election of Nominating Committee:

Ms. Cooper opened the floor for nominations to the Nominating Committee whose charge will be to prepare a slate of officers, President, Vice President and Secretary for consideration at the January 2009 Annual meeting. Pursuant to Board of Nursing bylaws, a slate will be mailed to Board members at least thirty days in advance of the January meeting. Ms. Francisco, Ms. Lindsay and Ms. Ponn were elected as the Nominating Committee. The Committee will elect its chair.

RECESS:

The Board recessed at 12:22 P.M.

RECONVENTION:

The Board reconvened at 1:10 P.M.

Revised Travel Regulations:

Ms. Davis reviewed with Board changes in the lodging amount for Henrico County. The revised regulations effective October 1, 2008 were provided to Board members.

Massage Therapy Certification Exam Process:

Ms. Douglas reviewed the current exam requirements for certification by the Board of Nursing and information regarding the National Certification Board for Therapeutic Massage and Bodywork NESL (National Exam for State Licensure) exam option. Ms. Davis provided information to the Board regarding the NESL exam process and the National Certification Board for Therapeutic Massage and Bodywork conversion application process. Ms. Hale moved that the Board of Nursing issue massage therapy certification to those

who complete the NESL option once conversion to national certification has been obtained; and to amend Guidance Document 90-3 to include this information. The motion was seconded and carried unanimously.

LEGISLATION/REGULATIONS:

Status of Board of Nursing Regulations:

Ms. Yeatts reviewed the chart of current regulatory actions.

Regulations for Foreign Trained Nurses, CGFNS Certification and Qualifying Examination:

Ms. Yeatts reviewed the information regarding the Board of Nursing requirements for practical nurse and registered nurse credentialing. Ms. Lindsay moved to accept the changes as presented by Ms. Yeatts to designate (E) for practical nurses only. The motion was seconded and carried unanimously.

OTHER MATTERS:

Request for Accommodation:

CLOSED SESSION:

Ms. Hale moved that the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(7) of the *Code of Virginia* at 2:20 P.M. for consultation with and the provision of legal advice by the Assistant Attorney General in the matter of requests for accommodation. Additionally, Ms. Hale moved that Ms. Douglas, Ms. Mitchell, Ms. Power, Ms. Kleiner, Ms. Ressler, Dr. Saxby, Ms. Krohn, Dr. Elliott, Ms. Moseley, Ms. Applegate, Ms. Davis and Mr. Casway attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Board in its deliberations. The motion was seconded and approved unanimously.

RECONVENTION:

The Board reconvened in open session at 2:25 P.M.

Ms. Hale moved that the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

Susan Harrison, C.N.A. Applicant

Ms. Lane moved to grant approval to Susan Harrison for 45 minutes additional time for the skills portion of the nurse aide NNAAP exam.

The motion was seconded and approved unanimously.

Lauren Gasparini, R.N. Applicant

Ms. Francisco moved to grant approval to Lauren Gasparini for a separate room to take the NCLEX-RN exam.

The motion was seconded and carried unanimously.

CONSIDERATION OF CONSENT ORDERS AND AGENCY SUBORDINATE RECOMMENDATIONS REGARDING APPLICANTS:

CLOSED SESSION: Ms. Hale moved that the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 2:26 P.M. for the purpose of consideration and discussion of consent orders and agency subordinate recommendations regarding applicants. Additionally, Ms. Hale moved that Ms. Douglas, Ms. Mitchell, Ms. Power, Ms. Krohn, Ms. Tiller, Dr. Elliott, Ms. Davis and Mr. Casway to attend the closed meeting because their presence in the closed meeting is deemed necessary and their presence will aid the Board in its deliberations.
The motion was seconded and carried unanimously.

RECONVENTION: The Board reconvened in open session at 2:52 P.M.

Ms. Hale moved that the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.
The motion was seconded and carried unanimously.

Diana Goode, R.N. 0001-082019

Ms. Lindsay moved to accept the consent order for the voluntary surrender for indefinite suspension of the license of Diana Goode to practice professional nursing. The motion was seconded and approved unanimously.

Joy Lynn Griffith, C.M.T. 0019-005333

Ms. Lane moved to accept the consent order for the voluntary surrender for indefinite suspension of the certificate of Joy Griffith to practice massage therapy. The motion was seconded and carried unanimously.

Misty Evans Hatter, R.N. 0001-175848

Ms. Piersall moved to accept the consent order to indefinitely suspend the license of Misty Hatter. The motion was seconded and carried unanimously.

Linda L.D. Peterson, L.P.N. 0002-059151

Ms. Francisco moved to accept the consent order for the voluntary surrender for indefinite suspension of Linda Peterson's right to renew her license to practice practical nursing. The motion was seconded and carried unanimously.

Kelly Cullifer, R.N. 0001-138006

Ms. Jones-Clarke moved to accept the consent order for the voluntary suspension for indefinite suspension of Kelly Cullifer's license to practice professional nursing. The motion was seconded and carried unanimously.

Sharon R. Ward-Douglas, R.N. 0001-204434

Ms. Lindsay moved to accept the consent order for the voluntary surrender for indefinite suspension of Sharon Ward-Douglas's license to practice professional nursing. The motion was seconded and carried unanimously.

Alexandra Taweel-Mitchell, R.N. 0001-203301

Ms. Piersall moved to accept the consent order.

Lynda R. Oakes, L.P.N. 0002-034810

Ms. Lindsay moved to accept the consent order for the voluntary surrender for indefinite suspension of the license of Lynda Oakes to practice practical nursing. The motion was seconded and carried unanimously.

Jennifer Byrum, R.N. 0001-091750

Ms. Piersall moved to reject the consent order to continue Jennifer Byrum on probation. The motion was seconded and carried unanimously.

Melissa Graybeal, L.P.N. (Tennessee)

Mr. Logan moved to accept the consent order for the voluntary surrender for indefinite suspension of Melissa Graybeal's multistate privilege to practice as a practical nurse in the Commonwealth of Virginia. The motion was seconded and carried unanimously.

Pamela Cook, L.P.N. Applicant

Ms. Lane moved to accept the recommended decision of the agency subordinate to deny the application of Pamela Cook for licensure as a practical nurse by endorsement. The motion was seconded and carried unanimously.

Matthew McFarland, L.P.N. Applicant

Ms. Hale moved to accept the recommended decision of the agency subordinate to deny the application of Matthew McFarland for licensure as a practical nurse by endorsement. The motion was seconded and carried unanimously.

Jenni P. McLaughlin, C.N.A. Reinstatement Applicant

Ms. Francisco moved to accept the recommended decision of the agency subordinate to approve the reinstatement application of Jenni McLaughlin to practice as a nurse aide in Virginia. The motion was seconded and carried unanimously.

As there was no additional business, the meeting was adjourned at 2:53 P.M.

Lynne Cooper, Citizen Member
President

Note - Copies of reports referenced can be obtained by contacting the Board of Nursing office.

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
November 17, 2008**

TIME AND PLACE: The meeting of the Education Special Conference Committee was convened at 9:08 a.m. in Suite 201, Department of Health Professions
9960 Mayland Drive, Second Floor, Richmond, Virginia.

MEMBERS PRESENT: Judith E. Piersall, R.N., B.S.N., Chairperson
Florence Jones-Clarke, R.N., M.S.
Joyce Hahn, RN, Ph.D.

STAFF PRESENT: Jay Douglas, R.N., M.S.M., C.S.A.C., Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director, Education
Jessica C. Ressler, R.N.C., M.S.N., Nursing Education Consultant
Barbara Applegate, R.N., B.S.N., On-Site Visitor
Jean Moseley, R.N., M.S., On-Site Visitor
Marsh Dubbé, R. N., On-Site Visitor

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Application to Establish a Nursing Education Program

Stratford University – Baccalaureate Degree Nursing Education Program, Falls Church
Dr. Janet M. Byers and Dr. Richard Shyrtz were in attendance.

At 9:32 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Stratford University – Baccalaureate Degree Nursing Education Program, Falls Church. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:51 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business

matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application documentation in fulfillment of **18VAC90-20-40.A.1.2.**; and
2. The admission of students and the advertisement of this proposed pre-licensure BSN program is **not** authorized. As per Board approval in September, this program is restricted to 1 campus, which is the Falls Church campus.

Ms. Douglas left the meeting at 9:45am.

Application to Establish a Nursing Education Program

Bon Secours Memorial School of Nursing – Baccalaureate Degree
Nursing Education Program, Richmond
Dr. Susan Bodin and Juliet Chamberlain were in attendance.

At 10:13 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Bon Secours Memorial School of Nursing – Baccalaureate Degree Nursing Education Program, Richmond. Additionally, she moved that Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 10:20 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application documentation in fulfillment of **18VAC90-20-40.A.1.2**;
2. Review and redevelop/update the contracts to reflect the fact that the students will be pre-licensure registered nursing students; and
3. The admission of students and the advertisement of this proposed pre-licensure BSN program is **not** authorized.

Provisional Approval Site Visit

Longwood University – Baccalaureate Degree Nursing Education
Program, Farmville
Dr. Jean Sorrells-Jones and Kriston Windon were in attendance

At 10:49 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Longwood University – Baccalaureate Degree Nursing Education Program, Farmville. Additionally, she moved that Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 10:58 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the documentation as fulfillment of the requirements for provisional approval, **18VAC90-20-50.1.2**; and
2. The admission of students and the advertisement of this proposed pre-licensure BSN program is **not** authorized until a site visit is conducted by a Board representative and that report is reviewed by the Board.

Add the following suggestions for improving the program:

1. Add an objective for successful completion of the NCLEX-RN to the graduate expectations as listed on page 2 of the proposal; and
2. Add an objective that addresses abuse, neglect, and abandonment to the course curriculum. This is usually focused in the care of the elderly.

Provisional Approval Site Visit to Establish a Nursing Education Program

Bryant and Stratton College – Associate Degree Nursing Education Program, Richmond
Nina Beaman and Darlene Lachet were in attendance.

At 11:08 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Bryant and Stratton College – Associate Degree Nursing Education Program, Richmond. Additionally, she moved that Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 11:15 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Grant provisional approval and the admission of students and the advertisement of this associate degree nursing program is authorized;

2. The first quarterly report is due 90 days after the admission of the first students; and
3. NCSBN will be notified and a program code will be assigned to this associate degree nursing program.

And the following suggestions for improving the program:

1. Consideration given to increasing the theory pass rate from 70% to a higher percentage to help ensure NCLEX success; and
2. Having copies of required nursing texts available in library for reference.

Ms. Douglas returned to the meeting at 11:15 am.

Continued Approval Survey Visit

Southampton Memorial Hospital – Practical Nursing Education Program, Franklin
Ercelle Vann was in attendance.

At 11:18 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Southampton Memorial Hospital – Practical Nursing Education Program, Franklin. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 11:25 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend continued approval to this practical nursing education program with the next survey visit scheduled for 2016.

And the following suggestion for improving the program:

Continue to explore additional computer software and simulation technologies.

Application and Provisional Approval to Establish a Nursing Education Program

REDD Educational Institute – Practical Nursing Education Program, Chesapeake

Margaret Dominado and Jeffery Reyes were in attendance.

At 11:32 a.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of REDD Educational Institute – Practical Nursing Education Program, Chesapeake. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:40 a.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application documentation in fulfillment of **18VAC90-20-40.A.1.2**;
2. Accept the provisional approval documentation of the curriculum and the naming of the program director as fulfillment of **18VAC90-20-50**;
3. Grant provisional approval and the admission of students and the advertisement of this practical nursing program is authorized;
4. The first quarterly report is due 90 days after the admission of the first students; and
5. NCSBN will be notified and a program code will be assigned to this practical nursing program.

Curriculum Change

Riverside School of Professional Nursing – Pre-Licensure Registered Nursing Education Program, Newport News
Debbie Sullivan-Yates and Patricia Cork were in attendance.

At 12:12 p.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Riverside School of Professional Nursing – Pre-Licensure Registered Nursing

Education Program, Newport News. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 12:30 p.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom

of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Deny the curriculum change because it does not meet the requirements in 18VAC90-20-120.B.C.& E.;
2. Develop a plan of correction that will address the lack of 500 clinical hours in this LPN to RN program; and
3. Present documentation that the LPN to RN articulation program meets the requirement of the above regulation.

Curriculum Change

Hampton University – Baccalaureate Degree Nursing Education Program, Hampton and Virginia Beach
Shevellanie Lott and Hilda Williamson were in attendance.

At 12:46 p.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Hampton University – Baccalaureate Degree Nursing Education Program, Hampton and Virginia Beach. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 12:54 p.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend acceptance of the curriculum change as information.

Application to Establish a Nurse Aide Education Program

Professional Nurses, Inc., Richmond
Valerie Best was in attendance.

At 12:59 p.m., Dr. Hahn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Professional Nurses, Inc., Richmond. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Ms. Applegate, Ms. Dubbé and Ms. Moseley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:04 p.m.

Dr. Hahn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend approval to the nurse aide education program at Professional Nurses, Inc. pending receipt of evidence for the following regulations:

1. Add content and objective for “fall prevention” to Unit 20 or Unit 22 [18 VAC 90-25-40.A.1.c];
2. Add objective for “caring for the clients’ environment” to Unit 17 [18 VAC 90-25-40.A.2.d];
3. Add objective for “measuring and recording fluid and food intake and output” to Unit 12 [18 VAC 90-25-40.A.2.e];
4. Add objective for “assisting with eating and hydration including proper feeding technique” to Unit 11 [18 VAC 90-25-40.A.3.e];
5. Add objective for “modifying the aide’s behavior in response to behavior of clients” to Unit 5 [18 VAC 90-25-40.A.4.a];
6. Add objective for “demonstrating principles of behavior management by reinforcing appropriate behavior and causing inappropriate behavior to be reduced or eliminated” to Unit 7 [18 VAC 90-25-40.A.4.c];
7. Add objective for “demonstrating skills supporting age appropriate behavior by allowing the client to make personal choices, and by providing and reinforcing other behavior consistent with clients’ dignity” to Unit 3 [18 VAC 90-25-40.A.4.d];
8. Add objective for “utilizing client’s family or concerned others as a source of emotional support” to Unit 6 [18 VAC 90-25-40.A.4.e];
9. Add objective for “responding appropriately to client’s behavior; including, but not limited to, aggressive behavior and language” and add content for “aggressive language” to Unit 7 [18 VAC 90-25-40.A.4.f];
10. Add objective for “communicating with sensory impaired residents” to Unit 3 [18 VAC 90-25-40.A.4.b];
11. Add objective for “using methods to reduce the effects of cognitive impairment” to Unit 8 [18 VAC 90-25-40.A.5.d];

12. Add objective for “using assistive devices in transferring, ambulation, eating, and dressing” to Unit 19 [18 VAC 90-25-40.A.5.d];
13. Add objective for “turning and positioning, both in bed and chair” to Unit 33 [18 VAC 90-25-40.A.6.c];
14. Add objective for “bowel and bladder training” to Unit 12 [18 VAC 90-25-40.A.6.d];
15. Add objective for “caring for and using prosthetic and orthotic devices” to Unit 19 [18 VAC 90-25-40.A.6.e];
16. Add objective for “teaching the client in self-care according to the client’s abilities as directed by a supervisor” to Unit 19 [18 VAC 90-25-40.A.6.f];

17. Add content and objective for “providing privacy and maintaining confidentiality” to Unit 4 [18 VAC 90-25-40.A.7.a];
18. Add objective for “promoting the client’s right to make personal choices to accommodate individual needs” to Unit 10 [18 VAC 90-25-40.A.7.b];
19. Add content for “legal and regulatory aspects of practice as a certified nurse aide” to include Board of Nursing Regulations to Unit 4 [18 VAC 90-25-40.A.8];
20. Add objective for “occupational health and safety measures” to Unit 9 [18 VAC 90-25-40.A.9];
21. Revise “Admission Checklist” to reflect the correct address for the Virginia Board of Nursing; and
22. Give Board of Nursing Guidance Document 90-55 to the students on the first day of class “Joint statement of the Department of Health and the Department of Health Professions on Impact of Criminal Convictions on Nursing Licensure or Certification and Employment in Virginia”.

Application and Fee to Establish a Nursing Education Program

St. Michael College – Associate Degree Nursing Education Program, Alexandria

Action: Accept the application form and documentation of receipt of a \$1,200.00 check as information. The admission of students and the advertisement of this proposed pre-licensure ADN program is not authorized.

Application and Fee to Establish a Nursing Education Program

America Health Care, Inc. – Practical Nursing Education Program, Edison, NJ

Action: Accept the application form and documentation of receipt of a \$1,200.00 check as information. The admission of students and the advertisement of this proposed pre-licensure ADN program is not authorized.

Quarterly Report

American International Institute of Health – Practical Nursing Education Program, Arlington

Action: Recommend acceptance of the quarterly report as information.

Quarterly Report

Northern Virginia Community College, Online – Associate Degree Nursing Education Program, Arlington

Action: Recommend:

1. Accept the quarterly report as information; and

2. The next quarterly report will be due February 13, 2009. In that report please document the courses that are being taught including clinical site information and any pertinent information regarding the positives and/or negatives incurred with the online program.

Quarterly Report

Northern Virginia Community College – Associate Degree Nursing Education Program, Arlington Campus

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report will be due February 13, 2009. In that report please document the courses that are being taught including clinical site information.

Quarterly Report

Eastern Shore Community College – Practical Nursing Education Program, Melfa

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report will be due December 28, 2008; and
3. In that quarterly report, provide the Board with an NCLEX plan of correction that defines how the issue of low test scores will be addressed by this program.

Quarterly Report

The University of Virginia's College at Wise – Baccalaureate Degree Nursing Education Program, Wise

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report will be due February 13, 2009; and
3. Administration and faculty must engage in a total curriculum review, including the sequencing of courses, and present the preliminary findings to the Board in the February quarterly report.

Quarterly Report

Medical Careers Institute – Practical Nursing Education Program, Richmond

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report will be due February 13, 2009 and should include the NCLEX-PN pass rates for the first class; and
3. A survey visit will be scheduled for early February 2009.

Quarterly Report

J. Sargeant Reynolds Community College – Practical Nursing Education Program, Richmond

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report will be due February 13, 2009 and should include the NCLEX-PN pass rates.

Quarterly Report

Rappahannock Community College – Associate Degree Nursing Education Program, Warsaw

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report will be due February 13, 2009.

Quarterly Report

Career Training Solutions – Associate Degree Nursing Education Program, Fredericksburg

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report will be due February 13, 2009.

Quarterly Report

Virginia School of Nursing and Medical Institute – Practical Nursing Education Program, Springfield

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report will be due February 13, 2009 and must include a faculty summary and a report concerning the plan of correction for improving the NCLEX-PN pass rates; and
3. Remove “associate degree students” from the following contracts: Doctors Community Hospital, Manor Care at Fair Oaks, Hermitage, and Fairfax Nursing Center. Those contracts will need to be re-signed and presented to the Board within 30 days for its review.

Curriculum Change

Medical Careers Institute – Practical Nursing Education Program All Campuses

Action: Recommend:

1. Accept the curriculum change/revisions as information; and
2. Within 15 days provide documentation to the Board regarding the official name of the school at each location.

Decrease in Curriculum Hours

Riverside School of Health Professions – Practical Nursing Education Program, Newport News

Action: Recommend acceptance of the change in curriculum hours as information.

Change of Name and Quarterly Report

Professional Healthcare Institute – Practical Nursing Education Program, Woodbridge

Action: Recommend:

1. Accept the change of name as information;
2. Accept the quarterly report as information;

3. The next quarterly report will be due December 28, 2008;
4. In that quarterly report, provide the Board with an NCLEX plan of correction that defines how the issue of low test scores will be addressed by this program. Also include information related to the practical nursing program, such as: current faculty roster, documentation of attendance at clinical sites, a current curriculum plan, and any program revisions made during this calendar year;
5. A repeat survey visit in early 2009 focusing on curriculum, policies relating specifically to the PN program, faculty meeting, and student body meeting; and
6. Provide minutes to reflect use of systematic plan of evaluation;
7. Provide documentation of Mental Health, Ob., Peds. clinical hours and state where clinical hours are held; and
8. Provide current SCHEV certificate.

Response to Requirements Not Met at a Survey Visit

J. Sargeant Reynolds Community College – Associate Degree Nursing Education Program, Richmond

Action: Recommend:

1. Accept the documentation presented as information;
2. Provide the Board with a graduate survey as soon as it becomes available; and
3. Continue approval of this pre-licensure registered nursing program with the next survey visit scheduled for 2016.

Response to Requirements Not Met at a Survey Visit

Blue Ridge Job Corps – Practical Nursing Education Program, Marion

Action: Recommend:

1. Placing the program on conditional approval 18VAC90-20-160.C.2.;
2. The following documentation is required to be at the Board office within 14 days of receipt of this letter:
 - a. Present a budget to the Board as required in **18VAC90-20-70.E.** "There shall be evidence of financial support and resources sufficient to meet the goals of the nursing education program";
 - b. Revisions to the preceptor packet, **18VAC90-20-95.D.1,2, and 4;**
 - c. Minutes of the faculty meeting shall reflect the use of the Systematic Plan of Evaluation, **18VAC90-20-90.C.6;**
 - d. Provide objectives relating to the prevention of patient neglect and abandonment, **18VAC90-20-120.B.5.c:** and

- e. Position description specific to the practical nursing director of this nursing education program that includes the requirements of the Board of Nursing Regulation **18VAC90-20-70.C.1-4.**
3. The next quarterly report is due December 18, 2008; and
4. The NCLEX-PN update is due on December 31, 2008.

Response to Requirements Not Met at a Survey Visit

Ultimate Health School – Practical Nursing Education Program, Falls Church

Action: Recommend:

1. Accept the documentation presented as information;
2. The quarterly report will be due February 13, 2009; and
3. The quarterly report should discuss the plan of correction for NCLEX-PN improvement. It should also contain a current faculty summary and the clinical placements of students.

Notification of Program Closure

Jefferson College of Health Sciences – Associate Degree Nursing Education Program, Roanoke

Action: Recommend:

1. Accept the documentation presented as information; and
2. Notify the Board when the closure is complete as stated in **18VAV90-20-170.A.C.**

Notification of Withdrawal from a Collaboration

Virginia Western Community College – CNP Online Program, Roanoke

Action: Recommend:

1. Accept the documentation presented as information; and
2. Notify the Board when the withdrawal is complete as stated in **18VAV90-20-170.A.C.**

On Site Review Report – Programs requiring remediation to meet all regulations

T.C. Williams High School, Alexandria

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Develop a curriculum plan to include a detailed content/topical outline and objectives for each unit that reflect all the curriculum content from the regulations; Include a detailed classroom and clinical schedule for the high school program **[18 VAC 90-25-40.A]**.

On Site Review Report – Programs requiring remediation to meet all regulations

Action: Recommend continued approval of the following nurse aide ducation programs:

Dailey's Health Care, Inc., Chesapeake
George Washington High School, Danville
Madison County Highs School, Madison
Skyline Terrace Nursing Home, Woodstock
Virginia Highlands Community College, Abingdon
Virginia Veterans Care Center, Salem

Meeting adjourned at 1:55 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Jessica C. Ressler, R.N.C., M.S.N.
Nursing Education Consultant